

## Draft Pocket Card

### FRONT

#### Initial Response Protocol

- ◆ Incident Commander or Chief of Party must take control of the scene
- ◆ Withdraw and regroup if personnel are not able to safely continue with assignment
- ◆ The most qualified person available will initiate appropriate life saving measures; apply first aid and/or request emergency services
- ◆ Notify appropriate dispatch center of situation

#### Content of Notification

- ◆ Do not release name(s) of injured over the radio
- ◆ Is this a life-threatening emergency or non-emergency event?
- ◆ Description of injuries
- ◆ What services are immediately needed? (Evac, EMS, Law...)
- ◆ Brief description of how incident occurred
- ◆ Incident location
- ◆ Name of person making notification
- ◆ Determine need for air space restriction over the incident and initiate if needed
- ◆ Establish check-in schedule with dispatch, and relay actions taken
- ◆ Assign someone to documentation, and document everything
- ◆ Order CISD team if necessary

### BACK

#### Expectations for the IC/CP

- ◆ Identify need for operational control of the primary incident and the critical incident.
- ◆ Order or re-assign resources needed to accomplish operational control
- ◆ Record witness contact information
- ◆ Secure and preserve on a 24 hour basis the scene and all pertinent evidence
- ◆ Maintain communication with the proper dispatch center
- ◆ Brief your supervisor on the situation
- ◆ Identify a spokesperson until one is assigned by the line officer
- ◆ Isolate injured party from the Media
- ◆ Assess the need for a CISD team, order if needed

#### In Case of fatality

- ◆ Do not disturb the deceased unless required for the safety of others
- ◆ If necessary, cover the deceased with blanket
- ◆ Isolate all personnel involved from the media